

**FINANCE COMMITTEE MEETING
JULY 19, 2021 1:30 ANNEX BUILDING**

ATTENDANCE: Justice, Molly Jackson; Justice, Harbans Mangat; Justice, Neil Burge; Justice, Aaron Fleeman; Justice, Cecil McDonald; Justice, Betty Hepler; Justice, Tobye McClanahan; County Attorney, Jacob Holmes; Assessor, Harley Bradley; Finance, Kelli Jones; Treasurer, Peggy Meatte; Public Affairs, Tom Henry; Judge, John Alan Nelson; NEA Town Courier; Revis Blaylock.

1. Meeting was called to order by Justice, Molly Jackson. County General at 60%. OEM 67%. Justice Jackson asked if there were any questions. There were none.

2. Construction Fund. Energy & Property met last week. Justice Ash gave an update on the meeting. Contractors thought the October date for finishing was not going to happen. Justice Ash thought middle of November early December before the project was finished. Elevators were 6 to 8 weeks to install. Elevator were not to be shipped until after the inspection. Osceola project. Estimated \$50,000.00 for some additional work. Adjustments would be done when finished. The Energy & Property Committee asked for \$1 million to be appropriated into the construction fund budget. Aaron Ruby compared his figure for Homeland Security for x-ray machine and metal detector. Original figure \$35,000.00. No appropriation was made in June. Justice Burge stated 2 or 3 years ago \$250,000.00 was in the Osceola Law library fund. Discussion was held about applying some of the money for work to be done in the Osceola Courthouse. The time was here to use some of the money. Construction budget contingency \$125,000.00. \$254,000.00 undesignated. Motion was made by Justice, Harbans Mangat to appropriate \$1 million to the construction fund. Second was made by Justice, Aaron Fleeman. Motion passed. Meeting was turned over to Jacob Holmes and Kelli Jones.

3. Line item for insurance claims. \$200,000.00 was appropriated to start paying some of the insurance claims. Line item might be under miscellaneous. Justice Jackson asked how the process was going to work to pay the claims. Would Jacob or the Judge sign off on the claims paid. Jacob Holmes stated the two option were. Jeremy Thomas wanted to go to the original third- party group. Dr. Cullom stated the person he wanted was a conflict but would provide everything needed to do it in house. Justice Ash stated trying to do the payments in house would be hard. Who had the time. A lot of phone calls were going to be made. Could Performance Health do the payments. Performance Health had the contract and EOB's. Bills needed to be paid directly to the provider. Justice McClanahan stated we might not be able to force their hand. Last phone call with Jeremy Thomas stated if Performance Health had the money they would start paying the claims. Justice Fleeman stated the third- party administrator had changed. Kelli Jones stated there was no account number on the Ordinance. Peggy Meatte asked where the money was coming from. Jacob Holmes stated from County General. Separate fund was not needed just a line item. Insurance Committee Meeting needed to set up. Judge Nelson stated he thought Jacobs, his signature and Performance Health would be good. Around \$600,000.00 total amount of claims.

4. Ordinance 0-2020-10 was passed for emergency personnel policies for COVID-19 leave. When emergency was in existence and someone exposed to COVID or contracted COVID they were not charged sick leave or vacation time. Personnel Meeting Thursday, July 22 at 1:30. Justice Ash had the CDC guidelines for COVID and asked they be followed. St. Judge had a policy that all employees had to be vaccinated. Judge Nelson stated some people may not be able to have the vaccination. Medical proof would be needed not to have the vaccination. Incentive could be given for employees to take the vaccination. Tax incentives could be received for employee payroll. CARES Act money may could be used for incentives. Meeting was turned over to Tom Henry.

5. When Steven Savage left the equipment he used for video streaming was his personal equipment. Mr. Henry had been using his phone to record the meetings. Audio was not able to be heard. Mr. Henry was asking for a new laptop, camera, microphone, SD cards. Dell G7 15 \$1,459.99. Canon XA11 camera. \$1,199.00. SanDisk 256GB cards \$46.45. CVM-V30 pro shotgun video microphone. \$53.00. Audio video capture cards. \$12.00. High definition cables \$6.95. Justice Fleeman asked if Mr. Henry had looked into an MSI laptop. \$500.00 cheaper. Equipment may be available thru the State contracts. Justice McClanahan thought a cheaper camera could be purchased. Motion was made by Justice, Harbans Mangat to appropriate \$3,500.00 to purchase video equipment. Second was made by Justice, Aaron Fleeman. Motion passed.

6. Website. Website needed to be updated to improve the transparency. Brooks Jeffrey was used for the website now. A .gov domain was hard to get and expensive. Brooks Jeffrey said those were now free. The County has applied for the domain. The domain asked for was mcar.gov. Mr. Henry explained how the new website worked. See enclosed packet. Sheriff's department uses it for complaints. Custom set up fee \$25,420.00. Responsive website upgrade package. \$7,785.00 included in set- up fee. The County had come from 67 to 17 in transparency. The website had gone as far as it can. E-mail service needed to be changed before March next year. Municode had not been contracted. Website will be delayed and reviewed next month.

7. E-mail service needed to be changed before March 2022. List of e-mail accounts were given for the County. There were sometimes overages. Brooks Jeffrey will not host the e-mails after March. New e-mails were going to be with Microsoft 365. \$4.00 per account per month. No appropriation asked for now. Justice McClanahan thought all elected officials should use a county e-mail account.

8. Assessor's Office. There was a vacant slot in the office. Mr. Bradley asked to use the money from the empty slot to bring several employees to mid-point. Cost was \$13,421.00. Social security and retirement \$3,100.00. Total \$16,503.00. Retroactive for the year. Motion was made by Justice, Aaron Fleeman to bring 7 employees to mid- point from the empty slot. Retroactive the first of the year. Second was made by Justice, Harbans Mangat. Motion passed.

9. Workman's Comp. claim. Employee had a claim and paid some of the bill when workman's comp expired. It was agreed to pay \$3,000.00. Employee had signed the release and accepted the offer.

10. Osceola Health Department. Inside of building had been painted. New carpet was needed. Over budget due to broken pipes. \$1,423.90. \$525.00 labor. Total \$1,948.93. Motion was made by Justice, Harbans Mangat to appropriate \$1,948.93 to the Osceola Health Department for carpet and renovations. Second was made by Justice, Aaron Fleman. Motion passed.

11. Accident at Road Department. A tire was repaired and replaced on one of the dump trucks. Three lug nuts were tightened and the tire came off the rim. Two employees were injured. One air lifted to the Med. One released to see his own physician. Might be issues with workman's comp. Procedures needed to be followed. Both employees were home and should return next week. Justice Ash asked if there was light duty the employees could do. CDC guidelines. If vaccinated and show no symptoms the employee and return. Unvaccinated the employees needed to quarantine for 10 days.

12. Meeting adjourned.

Minutes submitted by: Cindy George